

city of edmonds development information



Grading, Fill & Excavation Permit Submittal Requirements

PERMIT REQUIRED: Grading, fill, stockpile of fill and excavation work requires a permit pursuant to International Building Code (IBC) Appendix J.

PERMIT EXEMPT: Grading less than fifty (50) cubic yards (placed, removed or moved within any 365 day period) unless subject to the provisions of Chapter 19.10 ECDC, Chapter 23.50 ECDC or Chapter 23.80 ECDC.

CODE: International Building Code & Appendix J (Current Edition)
Edmonds Community Development Code Chapters 18.30, 18.40, 18.45, 19.10, 23.50 & 23.80

FEE: Based on the number of cubic yards filled, moved, graded or removed.

SUBMITTAL REQUIREMENTS:

1. A Critical Areas Determination, issued by the Planning Division
2. Permit Application [*Form A*](#)
3. Plot Plan/Grading Plan - Three (3) copies, scaled 1"=20'
4. Grading Yardage Calculations
5. Erosion and Sedimentation Control Plans – Three (3) copies

GRADING WORK EXEMPT FROM PERMIT REQUIREMENTS

NOTE: Although the situations below are exempt from a separate grading permit, they are not exempt from grading calculations and/or fees required for other applicable permits.

1. Exploratory excavation for the purposes of soils investigations under the direction of a soils engineer or geologist.
2. Excavation below finished grade for basements and footings authorized by a building permit. Note, however, that grading calculations for work authorized by a building permit must include excavation below grade for basements and/or footings to determine fees.
3. Trench work for the purposes of placing approved utilities.
4. Landscaping material less than 50 cubic yards provided the lot is not located in a designated critical area.
5. An excavation which is less than 50 cubic yards and is either less than 2 feet in depth or does not create a cut slope greater than 5 feet in height and steeper than 1 1/2 horizontal to 1 vertical provided the site is not located in a designated critical area or the Earth Subsidence Landslide Hazard Area.
6. Fill which is less than 50 cubic yards and is either less than one foot in depth and placed on slopes flatter than 5 horizontal to 1 vertical, or less than 3 feet in depth, not intended to support structures, and does not obstruct a drainage course, provided the site is not located in a designated critical area.
7. Subdivisions for which plans have been approved under ECDC 20.75.120.

GRADING INSPECTION REQUIREMENTS

1. Contractor/owner must call for grading inspection.
2. For Subdivision and Plat work, the Engineering Inspector, utilizing the approved Civil plans, shall inspect all required Temporary Erosion Control measures and verify elevations of the graded, cut or filled area(s). The Inspector may require that additional elevations be verified as noted on the approved Civil plans.

NOTE: It is the responsibility of the contractor/owner to have a level set up on site and a contractor/owner representative knowledgeable in the site grading and basic surveying methods available on site during the inspection for City Inspectors to verify grading elevations.

PERMIT SUBMITTAL REQUIREMENTS

1. CRITICAL AREAS CHECKLIST ([See Handout #P20](#))

A Critical Areas Determination, issued by the Planning Division, must be completed and on file with the City. Provide applicable information as indicated by the decision.

2. PLOT PLAN/GRADING PLAN ([See Attachment A](#))

Three (3) copies, scaled 1"=20', (one (1) of the three plot plans must be no larger than 8½" x 14") with the following:

- a) Property lines and structures within the property.
- b) Existing utility locations and easements that encumber the property.
- c) Existing and proposed finished grade contours across the site at two (2) foot intervals.
- d) Existing grade elevations at each property corner.
- e) Lowest basement slab elevations and/or footing elevations.
- f) Finished first floor elevation.
- g) Proposed finished grade elevations at each property corner.
- h) Existing streams, creeks, existing and proposed drainage courses.

3. GRADING CALCULATIONS

Grading calculations shall be provided specifying the number of cubic yards graded, cut, filled, and total of each. *NOTE: Grading calculations must include excavation below finished grade for basements and/or footings. The grading quantity used for determining grading fees shall be the larger of the volume of cut/excavation or the volume of fill, regardless of the location on site. For example, if site grading involves 500 cubic yards of cut/excavation and 100 cubic yards of fill, the grading quantity used for fees is 500 cubic yards.*

4. EROSION AND SEDIMENTATION CONTROL PLAN ([See Handout #E72](#))

Provide three (3) copies of Erosion and Sedimentation Control Plans per ECDC 18.30.

5. ADDITIONAL PROJECT SPECIFIC REQUIREMENTS

- a) A Washington State licensed Civil Engineer is required to prepare the design for commercial projects, designated Earth Subsidence Landslide Hazard area projects and/or when the site exceeds one acre in size.
- b) Refer to the City's Land Clearing/Tree Cutting handout ([See Handout #P46](#)) for additional requirements when trees are proposed to be cut or cleared in conjunction with grading.
- c) A grading bond may be required by the Building Official based on the site location.

NOTE: THE PURPOSE OF THIS HANDOUT IS TO ASSIST THE PUBLIC IN COMPLYING WITH DETAILED PERMIT SUBMITTAL REQUIREMENTS. IT IS NOT A COMPLETE LIST OF PERMIT OR CODE REQUIREMENTS AND SHOULD NOT BE USED AS A SUBSTITUTE FOR APPLICABLE LAWS AND REGULATIONS. IT IS THE RESPONSIBILITY OF THE OWNER/DESIGN PROFESSIONAL TO REVIEW THE SUBMITTAL FOR COMPLETENESS AND APPLICABILITY TO OTHER CODES. ONLY COMPLETE APPLICATIONS WILL BE ACCEPTED BY THE CITY FOR REVIEW.

SAMPLE GRADING PLAN

Scale: 1"=20'

Existing Original Grade: — — —

Proposed Finished Grade: _____